

**MINUTES**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, APRIL 12, 2022 AT 9:00 AM**  
**COUNTY-CITY BUILDING, ROOM 112**

**COMMISSIONERS: Deb Schorr, Chair; Christa Yoakum, Vice Chair;  
Roma Amundson, Sean Flowerday; and Rick Vest**

*Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County Nebraska website, emailed to the media and published in the Lincoln Journal Star print and digital editions on April 8, 2022.*

Commissioners present: Deb Schorr, Chair; Christa Yoakum, Vice Chair; Roma Amundson; Sean Flowerday and Rick Vest

Others present: Kristy Bauer, Deputy Chief Administrative Officer; John Ward, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; Leslie Brestel and Meggan Reppert-Funke, County Clerk's Office

The meeting was called to order at 9:01 a.m., and the location of the Nebraska Open Meetings Act was announced.

**1) MINUTES:**

A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, April 5, 2022

**MOTION:** Vest moved and Yoakum seconded approval of the minutes. Vest, Yoakum, Flowerday and Schorr voted yes. Amundson abstained. Motion carried 4-0 with one abstention.

**2) CLAIMS:**

A. Approval of all claims processed through April 12, 2022

The Clerk noted there was an amendment to the claims for the payroll ending April 6, 2022 (Exhibit1).

**MOTION:** Amundson moved and Yoakum seconded approval of the claims as amended. Flowerday, Vest, Amundson, Yoakum and Schorr voted yes. Motion carried 5-0.

**3) CONSENT ITEMS:** These are routine business items that are expected to be adopted without dissent. Any individual item may be removed for special discussion and consideration by a Commissioner or by any member of the public without prior notice. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners. These items are approved of:

A. Amendments to the following County contracts:

1. C C-20-0193 with Capital Arborist Tree for unit price City/County tree trimming and removal services. (Bid No. 20-267. The amendment renews the contract for an additional one (1) year term beginning March 9, 2022 through March 8, 2023. The cost to the County is not to exceed \$10,000. for all contracts.) (C-22-0258)
2. C-20-0094 with New Heights Tree Service for unit price City/County tree trimming and removal services. (Bid No. 20-267. The amendment renews the contract for an additional one (1) year term beginning March 9, 2022 through March 8, 2023. The cost to the County is not to exceed \$10,000. for all contracts.) (C-22-0259)

3. C-21-0799 with Vulcan Signs / Vulcan Aluminum for the annual supply of traffic sign faces. (Quote No. 6443. The amendment will increase prices for Lancaster County Engineering by \$18,000.00 for the remainder of the Contract term. The revised contract total with price increases is not to exceed \$40,000.) (C-22-0245)
4. C-16-0241 with Acuity Special Products, dba Zep Inc. for comprehensive operational and janitorial supplies solutions, (Region 14 ESC/NCPA Master Agreement Contract No. 02-28. The amendment renews the contract for an additional one (1) year term beginning May 1, 2022 through April 30, 2023. The cost to the County is not to exceed \$2,000.) (C-22-0257)

**B. Right-of-way contracts with the following:**

1. Tanya Lea Duba Revocable Trust, West Olive Creek Road and Southwest 14th Street, in the amount of \$5,879. (Project 22-21 /W-58) (C-22-0248)
2. Thomas H. and Fern F. Sullivan, Southwest 14th Street and West Olive Creek Road, in the amount of \$790. (Project 22-21 / W-241) (C-22-0251)
3. Claude F. and Linda D. Jensen Revocable Trust, South 120th Street and Saltillo Road, in the amount of \$343. (Project 22-21 / Q-19) (C-22-0253)
4. Owen D. and Marilyn Jensen, South 134th Street and Saltillo Road, in the amount of \$487. (Project 22-21/ Q-22) (C-22-0254)
5. Gene Allen and Patsy Lee Wheelock, Southwest 72nd Street and West Stagecoach Road, in the amount of \$3,135. (Project 22-21 /V-95) (C-22-0255)

**C. Change Orders to County Contract C-21-0524 with BIC Construction, LLC for the Election Commission expansion as follows (Bid No. 21-137):**

1. Number 8 to add a bulkhead to an open office at an increase of \$988. (C-22-0246)
2. Number 9 to provide and install carpet at an increase of \$663. (C-22-0247)

**D. Received and placed on file the following reports:**

1. Clerk of the District Court for March 2022
2. Assessor/Register of Deeds for March 2022
3. Records & Information Management for March 2022
4. County Clerk's Office for March 2022
5. County Attorney's Office Quarterly Report for January to March 2022
6. County Engineering Quarterly Report for January to March 2022
7. Independent auditor's report for Lancaster County for fiscal year ending June 30, 2021 (The auditor issued an unqualified opinion of the financial statements.)

**MOTION:** Amundson moved and Yoakum seconded approval of the consent items. Yoakum, Flowerday, Vest, Amundson and Schorr voted yes. Motion carried 5-0.

**4) NEW BUSINESS:**

- A.** Resolution in the matter of authorizing the County Board Chair or Vice Chair to sign the Task Order Agreement with Felsburg Holt & Ullevig for National Environmental Policy Act (Environmental) services (Project 22-44; LCLC-5272(1) CN 13492; Arbor Road Bridge) (R-22-0026)

**MOTION:** Flowerday moved and Yoakum seconded approval of the resolution. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

- B.** On-Call Professional Services Task Order Agreement with Felsburg Holt & Ullevig for National Environmental Policy Act (Environmental) services in the amount of \$11,157.77 (Project 22-44; LCLC-5272(1) CN 13492; Arbor Road Bridge). (C-22-0249)

Pam Dingman, County Engineer stated Items 4A and B are federal funds for the bridge located on Arbor Road and 27<sup>th</sup> Street.

**MOTION:** Amundson moved and Yoakum seconded approval of the agreement. Vest, Amundson, Yoakum, Flowerday and Schorr voted yes. Motion carried 5-0.

- C. Special designated license application from Meier's Wine, Inc d/b/a Meier's Cork 'n Bottle for an event at the Boy Scouts Outdoor Education Center (600 S. 120<sup>th</sup> Street, Lincoln NE) on May 23, 2022.

**MOTION:** Vest moved and Amundson seconded approval of the special designated license application. Flowerday, Vest, Amundson, Yoakum and Schorr voted yes. Motion carried 5-0.

- D. Certification of the 5311 Operating Assistance State Fiscal Year 2022-23 exhibit for federal funds to provide public transportation in Lancaster County and the bordering communities of Adams, Cortland, Ceresco, Eagle and Greenwood previously accepted under County Resolution No. R-21-0019.

Mitch Sump, Aging Program Coordinator / Lancaster County Public Rural Transit, introduced Mike Gardner who has been with Rural Transit for 8 years as a driver and is taking on a new role as dispatcher. Sump stated 75% to 90% of the federal funds come from the Nebraska Department of Transportation (NDOT) and the remainder is a local match. This certification verifies that Lancaster County follows NDOT guidelines.

**MOTION:** Amundson moved and Yoakum seconded approval of the certification. Yoakum, Flowerday, Vest, Amundson and Schorr voted yes. Motion carried 5-0.

- E. Contract with Midwest Towing and Recovery to provide annual towing services and storage of towed vehicles and other property for Lancaster County (Bid No. 22-078. This contract shall be effective April 26, 2022 through April 25, 2025. The cost to the County is not to exceed \$30,000.) (C-22-0252)

**MOTION:** Vest moved and Amundson seconded approval of the contract. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

- F. Setting Interlocal Agreement with the Village of Malcolm to coordinate pavement markings and routine winter road and street maintenance responsibilities. (The Village will pay the County for pavement markings at the County's current pavement marking contract rate, in addition to paying \$40 per lane mile for each application of any materials, as established in Attachment "B".) (C-22-0250)

Dingman presented a map of the Village of Malcolm showing what the interlocal agreement covers (Exhibit 2).

**MOTION:** Yoakum moved and Amundson seconded approval of the agreement. Vest, Amundson, Yoakum, Flowerday and Schorr voted yes. Motion carried 5-0.

- G. Interlocal Agreement with Saunders County to participate in cooperative bidding for the 2021 County Bridge Match Program, to conduct culvert improvement and maintenance on structures C005502010 (located on West Bluff Road approximately 0.3 miles east of Northwest 84th Street) and C007804303 (located on Saunders County Road 11, approximately 0.06 miles north of the intersection of N 162nd Street and Ashland Road.) (C-22-0256)

Dingman stated the interlocal agreement is for the County bridge match program. Lancaster County will receive additional allocations for bundling maintenance on structures with other counties. The improvements will be on Bridge E-171 and Saunders County will replace a bridge on 162<sup>nd</sup> Street just north of the county line.

**MOTION:** Vest moved and Flowerday seconded approval of the agreement. Flowerday, Vest, Amundson, Yoakum and Schorr voted yes. Motion carried 5-0.

- H. Ratification of a mini grant application and award with the Nebraska Department of Transportation Highway Safety Office in the amount of \$4,880 for Lancaster County Sheriff's Office overtime in conjunction with the "Drug Impaired Driving" enforcement mobilization. (C-22-0244)

Terry Wagner, County Sheriff, stated the grant is for a special enforcement project to help with drug impairment driving during the week of April 20<sup>th</sup>. The project is in conjunction with the Nebraska Department of Transportation Highway Safety Office.

**MOTION:** Flowerday moved and Amundson seconded approval of the ratification. Yoakum, Flowerday, Vest, Amundson and Schorr voted yes. Motion carried 5-0.

- I. Recommendations from the Personnel Policy Board to do the following:
  - 1. Create the following classifications:
    - a. Grant Specialist (C08 \$46,107.36 - \$59,063.68);
    - b. Accountant I (C11 \$51,276.16 - \$65,669.76); and
    - c. Accountant II (C13 \$55,028.48 - \$70,489.12).
  - 2. Change the title of Accountant to Accountant III and revise the classification.
  - 3. Revise the classifications of Records Courier, Imaging Clerk, Records Coordinator and Engineering Technician II.
  - 4. Change the pay grade and revise the classification of the Accounting Specialist (C06 \$42,962.40 - \$55,028.48 to C08 \$46,107.36 - \$59,063.68).
  - 5. Change the pay grades of the following classifications:
    - a. Corrections - Sergeant (C18 \$65,669.76 - \$84,119.36 to C19 \$68,036.80 - \$87,147.84);
    - b. Corrections - Lieutenant (C21 \$73,024.64 - \$93,541.76 to C22 \$75,651.68 - \$96,905.12);
    - c. Jail Administrator (C26 \$87,147.84 - \$111,631.52 to C27 \$90,284.48 - \$115,652.16);
    - d. Mental Health Managed Care Coordinator (C10 \$49,489.44 - \$63,392.16 to C15 \$59,063.68 - \$75,651.68); and
    - e. Crisis Center Team Supervisor (C10 \$49,489.44 - \$63,392.16 to C15 \$59,063.68 - \$75,651.68).
  - 6. Amend County Rule 18.1 – Compensation for Absence on Holidays.
  - 7. Amend the Workplace Response to COVID-19 Human Resources Policy Bulletin.

Nicole Gross, Lincoln-Lancaster County Human Resources, Compensation Manager, said Sara Hoyle, Human Services Administrator, requested the Grant Specialist classification. Gross also worked with the County Clerk's Office to establish Accountant classifications that oversee countywide accounting functions.

Dennis Meyer, Budget and Fiscal Officer, added that in addition to creating the Accountant I and II classifications, the Accountant job title was changed to Accountant III. Vest inquired if there would be a change in responsibilities. Meyer said there would not be any changes to the responsibilities of the Accountant III. The Accountant I and II classifications would reflect changes in responsibilities and minimum requirements. The positions would also provide advancement opportunity for experienced County employees.

John Ward, Deputy County Attorney, stated he would be correcting a typographical error to replace the word "your" to "their" on page 4 of the Human Resource Policy Bulletin Workplace Response to Covid-19.

**MOTION:** Amundson moved and Flowerday seconded approval of the recommendations as amended. Amundson, Yoakum, Flowerday, Vest and Schorr voted yes. Motion carried 5-0.

**5) LEGISLATIVE UPDATE:**

Flowerday stated LB921 (Provide reimbursement for lodging of certain defendants, require Medicaid enrollment assistance for inmates, change priority for admission to state hospitals for the mentally ill and require minimum numbers of beds at the Lincoln Regional Center, and create the Legislative Mental Health Care Capacity Strategic Planning Committee) was placed on final reading.

**6) PUBLIC COMMENT:** Those wishing to speak on items relating to County business not on the agenda may do so at this time.

No one appeared for public comment.

**7) ANNOUNCEMENTS:**

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, April 14, 2022, at 8:30 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold its next regular meeting on Tuesday, April 19, 2022, at 9:00 a.m., with the Board of Equalization immediately following in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- C. County Commissioners can be reached at 402-441-7447 or [commish@lancaster.ne.gov](mailto:commish@lancaster.ne.gov).
- D. The Lancaster County Board of Commissioners meeting is broadcast live on LNKTv City. For the rebroadcast schedule visit [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: LNKTv). Meetings are also streamed live on LNKTv, YouTube, Roku and Apple TV.

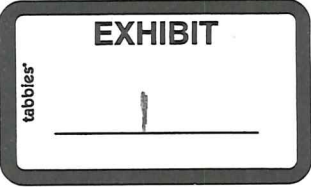
**8) ADJOURNMENT**

**MOTION:** Vest moved and Amundson seconded to adjourn at 9:21 a.m. Vest, Amundson, Yoakum, Flowerday and Schorr voted yes. Motion carried 5-0.

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Dan Nolte  
Lancaster County Clerk

LANCASTER COUNTY PAYROLL DISBURSEMENTS  
For the Pay Period March 24, 2022 thru April 6, 2022  
Pay Date: April 14, 2022



Gross Pay	\$	<u>2,354,177.02</u>
Employer FICA	\$	<u>171,824.28</u>
Pension Contribution	\$	<u>163,866.13</u>
PEHP Contribution	\$	<u>12,975.00</u>
PEHP Payout	\$	<u>197,768.25</u>
Workers Compensation	\$	<u>1,908.81</u>
Group Insurance	\$	<u>494,833.53</u>

